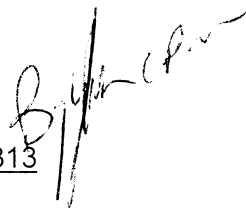


DATE: March 17, 2005

TO: Municipal Clerk

FROM: Byron E. Johnson, C.P.M.
Director of Purchasing x 4313



THRU: Aurora Wells
Bid Clerk ext. 4038

Please place the following item on the **CONSENT** agenda for the Council Meeting of **MARCH 29, 2005**.

Item should read as follows:

Request that the Director of Purchasing be authorized to exercise the City's option to extend the term of the agreement for two additional years, from May 4, 2006 to May 4, 2008 pursuant to the provisions of Contract 2003-114 with Ellis Enterprises Inc., DBA Interstate Batteries of El Paso, El Paso, Texas for Batteries.

Option No.: ONE [OF ONE]

Award Amount: \$120,000.00.(total two year extension)

Account Nos.: 37370155-503121-45202

Funding Source: Fleet Service Internal Service Fund

Department: Fleet Service

Contact person: Jesus M. Juarez, Procurement Analyst at 541-4317.

AGENDA FOR: **MARCH 29, 2005**

**CITY OF EL PASO, TEXAS
REQUEST FOR COUNCIL ACTION (RCA)**

DEPARTMENT: Fleet Services

AGENDA DATE: TBD by Purchasing but prior to 05/01/05

CONTACT PERSON/PHONE: Jeff Belles, 621-6821

DISTRICT (S) AFFECTED: ALL

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? **OR AUTHORIZE** the City Manager to do what?

Approve the two-year extension option of contract 2003-114, Batteries, to Interstate Batteries. Annual expenditures are approximately \$60,000.

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

The original contract was awarded in May 2003. Interstate offered the two year extension if it was exercised within two years of the original award date. Interstate has been an excellent vendor to the City of El Paso providing a superior product and a superior level of customer service.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

Council awarded original contract 2003-114 in May 2003.

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

45202-37370155-503121, Fleet Services Internal Service Fund.

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

NA

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) _____

FINANCE: (if required) _____

DEPARTMENT HEAD: Jeffrey A Belles, Fleet Services

(Example: if RCA is initiated by Purchasing, client department should sign also)
Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____

DATE: March 14, 2005

TO: City Clerk

FROM: Byron E. Johnson/Jesus M. Juarez



PURCHASING DEPARTMENT (915) 541-4308/4254

Please place the following item on the next CONSENT City Council Agenda.

Item should read as follows:

Request that the Director of Purchasing be authorized to exercise the City's option to extend the term of the agreement for two additional years, from May 4, 2006 to May 4, 2008 pursuant to the provisions of Contract 2003-114 with Ellis Enterprises Inc., DBA Interstate Batteries of El Paso, El Paso, Texas for Batteries.

OPTION NO.: ONE [OF ONE]

AMOUNT OF AWARD: \$120,000.00.(total two year extension)

ACCOUNT NOS: 37370155-503121-45202

FUNDING SOURCE: Fleet Service Internal Service Fund

DEPARTMENT: Fleet Service

----- City Clerk's Use -----

ITEM NO. _____

City of El Paso Purchasing Department

Date: March 14, 2005

Ellis Enterprises, Inc.
DBA Interstate Batteries of El Paso
Mr. Jackson R. Ellis
976 Tony Lama
El Paso, TX 79915

Ref.: Contract Title -Batteries, Contract #2003-114

Mr. Ellis:

The City of El Paso wishes to accept your offer to extend the period of Contract # 2003-114 for a period of two (2) years from May 4, 2006 to May 4, 2008 as per your offer on the referenced requirement.

It is important that we receive your faxed response no later than Friday, March 18, 2005. If agreeable to you, please sign below and fax it to us at (915) 541-4347.

We would also appreciate your returning an original signed copy of this letter to us at City of El Paso, Purchasing Department, Two Civic Center Plaza, El Paso, Texas 79901-1196.

Thank you for your understanding and cooperation.

Sincerely,
THE CITY OF EL PASO

Jesus M. Juarez
Jesus M. Juarez
Procurement Analyst
915-541-4317
juarezjm@ci.el-paso.tx.us

We hereby extend the validity of our offer in response to Solicitation #2003-114 to Date: May 4, 2008 for acceptance purposes.

Acknowledge: ELLIS Enterprises, INC. DBA
Interstate Batteries of El Paso 3-15-05
Company Name Date

By: JACKSON R. ELLIS
Print Name of Authorized Person

President
Title

Jesus M. Juarez
Signature



RAYMOND C. CABALLERO
MAYOR



CITY COUNCIL

JAN SUMRALL
DISTRICT NO. 1

ROSE RODRIGUEZ
DISTRICT NO. 2

LARRY M. MEDINA
DISTRICT NO. 3

JOHN COOK
DISTRICT NO. 4

DANIEL S. POWER
DISTRICT NO. 5

PAUL J. ESCOBAR
DISTRICT NO. 6

LUIS G. SARIÑANA
DISTRICT NO. 7

ANTHONY COBOS
DISTRICT NO. 8

OFFICE OF THE DIRECTOR OF PURCHASING
TWO CIVIC CENTER PLAZA
EL PASO, TEXAS 79901-1196

MAY 5, 2003

ELLIS ENTERPRISES INC. dba INTERSTATE BATTERIES OF EL PASO
JACKSON R. ELLIS, PRESIDENT
976 TONY LAMA
EL PASO, TEXAS 79915

RE: NOTICE OF AWARD, CONTRACT 2003-114 , FLEET SERVICES DEPARTMENT
BATTERIES, ITEM(s): ALL

Dear Mr. Ellis:

The City of El Paso has accepted your offer in response to our Solicitation (IFB) number 2003-114, for the Fleet Service Department- Batteries. Accordingly, you have been awarded referenced Contract, for items listed above, having an estimated value of \$25,000.00 The Purchase Order(s) encumbering funds for the anticipated requirements will be forthcoming from this department in accordance with the Availability of Funds clause.

The period of performance will be from May 4, 2003 thru May 3, 2006 .

Said contract, comprised of the solicitation (IFB), your offer and the Purchase Orders, constitute a final and complete repository of the agreements between the City and the Contractor. It supersedes all prior or contemporaneous communications, representations, or agreements, whether oral or written, relating to the subject matter of this Contract. Modifications to this Contract shall not be binding unless made in writing and signed by an authorized representative of each party.

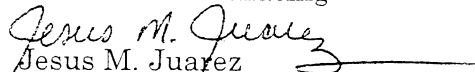
The Contract Administrator is Mr. Jesus M. Juarez who can be reached at (915) 541-4317 or Fax (915) 541-4347. He will assist you with any questions you may have, and will assure that the terms of the Contract are met. Any correspondence regarding this Contract should be sent to the address at the top of the page, Attention: Mr. Jesus M. Juarez.

We look forward to working with you.

Sincerely

THE CITY OF EL PASO

For: Byron E. Johnson. CPM
Director of Purchasing

By: 
Jesus M. Juarez
Procurement Analyst

*
DATE: April 15, 2003
TO: Municipal Clerk
FROM: Byron E. Johnson, C.P.M. *B/E*
Director of Purchasing x 4313
THRU: Isabel F. Portillo
Bid Clerk ext. 4038

Ready
Jesus
5-5-03

Please place the following item on the **CONSENT** agenda for the Council Meeting of **APRIL 29, 2003.**

Item should read as follows:

Bid No.:	2003-114	Batteries
Award to:	Interstate Batteries	
	El Paso, Texas	
Item (s):	All	
Amount:	\$25,000.00 (estimated annually)	
Department:	Fleet Services	
Funds available:	37370510-503121	
Funding source:	Operating Funds	
Total award:	\$25,000.00 (estimated annually)	
District (s):	All	

The Fleet Services and Purchasing Departments recommend award as indicated to the lowest responsive offer meeting specifications, from responsible parties.

The Vendor offers the City the option to extend the term of the contract at the same unit prices for two (2) additional years if the option is exercised within two (2) years from the date of the award.

This is a Requirements Type Contract with an initial term of Thirty-Six months.

Contact person: Jesus Juarez, Procurement Analyst and (915) 541-4317.

AGENDA FOR: **APRIL 29, 2003**

21E

OPTION TO EXTEND THE TERM OF THE AGREEMENT - PLEASE CHECK APPROPRIATE BOX**NOTE: *NOT AN AWARD FACTOR**

The City at its sole discretion, may exercise any option to extend the term of the agreement, by giving the Contractor written notice within the time period noted on the selected options.

Bidder offers the City the option of extending the term of the contract for:

- ☐ One additional year at the same unit prices, if the option is exercised within:
☒ Two additional years at the same unit prices, if the option is exercised within:

- A. One year from date of award of the contract. YES ☐ NO ☐
 B. Two years from date of award of the contract. YES ☒ NO ☐
 C. NO OPTION OFFERED ☐

PROMPT PAYMENT:

Unless a prompt payment discount is offered and accepted by the City of El Paso, payments will be made to the Contractor within thirty (30) days following acceptance of goods or services, or receipt of a properly prepared invoice by the City Department identified in the Invoice Instructions set forth on the Purchase Order, whichever is later. Any discount for prompt payment will be calculated from the day goods or services are accepted or when a properly prepared invoice is received. Payments will be considered to have been made on the date of mailing (postmark) of the payment check or, for an electronic funds transfer, the specified payment date. Invoices to be submitted in single copy.

PAYMENT TERMS : Please mark appropriate block.

____ % - 10 Days ☐
 ____ % - 20 Days ☐
 ____ % - 30 Days ☐
Net - 30 Days ☒

LATE PAYMENTS:

Late Payment fees will incur at the State of Texas statutory rate.

BIDDER'S (COMPANY) NAME

Eus Enterprises Inc. DBA Intrastate Batteries
of El Paso